



**TALBOT COUNTY OFFICE
OF PLANNING AND ZONING**

28712 Glebe Road, Suite 2
Easton, MD 21601
(410)-770-8030

**REQUIREMENTS OF AN APPLICATION FOR LICENSE
SHORT TERM RENTAL**

In accordance with and under the authority of Talbot County Code, §190-20L., enacted on
March 27, 2001 by the Talbot County Council

TO THE APPLICANT: In order for this application to be processed, ALL of the following documentation must accompany this application. Any application submitted without all of the required documentation will be returned as incomplete. **Only primary dwellings are eligible for short-term licensure. Use of guesthouses or other accessory dwellings are not permitted for short-term rental.**

- _____ File Number (Supplied by the Planning Office)
- _____ A copy of the deed to the property seeking licensure
- _____ A copy of the written lease agreement
- _____ Proof of insurance, minimum \$500,000
- _____ A copy of your notification letter
- _____ A list of the property owners and their address that received your notification
- _____ Certified mail receipts of property owners notified
- _____ An affidavit attesting compliance with building code for fire extinguishers, exits, and smoke detectors
- _____ Application fee of \$250.00 for new applications, and \$100.00 for renewals
- _____ A copy of the application to the Talbot County Health Department along with the fee of \$100 for a new application or \$75.00 for a renewal application, a water sample sent to the Health Department from a private lab. In addition, other requirements could be the findings of the septic evaluation or if the rental is on public sewer, documentation from the County Engineer that the existing connection is adequate for the proposed increase in wastewater flows.